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**MINUTES OF THE GENERAL MEETING  
OF THE BARCALDINE REGIONAL COUNCIL  
HELD IN THE BARCALDINE COUNCIL CHAMBERS, 71 ASH STREET, BARCALDINE  
ON WEDNESDAY 24 APRIL 2024  
COMMENCING AT 8:30AM**

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**ATTENDENCE**

Councillor R Chandler (Mayor) [in the Chair], Councillor M Rogers (Deputy Mayor), Councillors T Gleeson, K Williams, V Howard, L Penna and R O'Brien.

**OFFICERS**

S Gray (Chief Executive Officer), J Lawrence (District Manager – Barcaldine) D Young (Minute Secretary), P Coulton (District Manager and Aramac/Muttaborra), D Bradford (Director of Corporate and Financial Services), and T Hansen (Acting District Manager – Alpha and Jericho).

Councillor Rogers led council in prayer.

**CONDOLENCES**

A minute's silence was observed to mark the passing of the late Mrs Beverly Fay Church, Mrs Ursula Sabine Power, Mr Lawrence Mathews and Mr Noel Mansfield of Barcaldine; Mr Kenneth Walker of Aramac and Mrs Dawn Everingham of Alpha.

**LEAVE OF ABSENCE**

K Coomber (District Manager – Alpha and Jericho)

**ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

**CONFLICTS OF INTEREST**

**Prescribed Conflicts of Interest**

**Councillor Rogers under item 3.1.8** – Councillor Rogers informed the meeting she has a Prescribed Conflict of Interest in the Request for Assistance – Ballyneety Rodeo Club Incorporated Report as she has provided a donation to the event. Councillor Rogers requested to remain in the meeting for the discussion and vote on this item.

**Resolution:  
2024/04/081**

**Moved Cr Gleeson  
That Councillor Rogers be permitted to remain in the meeting for  
the discussion and vote on this item.**

**Seconded Cr Penna**







### **3.1.4 Civic Leaders Summit**

*Summary:* The Local Government Association of Qld is facilitating the Civic Leaders Summit at the Gold Coast from Tuesday 21 to Wednesday 22 May 2024.

**Resolution:**                      **Moved Cr O'Brien**    **Seconded Cr Williams**  
**2024/04/091**                      **That Council endorse the Chief Executive Officer and Councillors Rogers, Penna and Chandler to attend the Civic Leaders Summit.**

**Carried**  
7/0

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### **3.1.5 Expenses Reimbursement Policy**

*Summary:* Each newly elected Council is required to endorse an Expenses Reimbursement Policy. Council's Policy was last reviewed in April 2020.

**Resolution:**                      **Moved Cr Rogers**    **Seconded Cr Gleeson**  
**2024/04/092**                      **That Council endorse the Expenses Reimbursement Policy.**

**Carried**  
7/0

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### **3.1.6 Australian Workers Heritage Centre Tourist Information Signage**

*Summary:* This report is presented to Council for consideration to replace existing signs with updated information in relation to the Australian Workers Heritage Centre.

**Resolution:**                      **Moved Cr Gleeson**    **Seconded Cr Williams**  
**2024/04/093**                      **That Council defers a decision until further information received.**

**Carried**  
7/0

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**Carried**

5/0

*Councillors O'Brien and Gleeson voted against the motion.  
Councillors Chandler, Howard, Williams, Rogers and Penna voted for the motion.*

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### **3.1.13 2024 Meeting Dates**

*Summary: At the Post-Election Meeting on 4 April 2024, a resolution was passed to hold General Meetings on the third Wednesday of each month. Several Changes have been made and further resolution required.*

**Resolution:**  
**2024/04/101**

**Moved Cr O'Brien**

**Seconded Cr Gleeson**

**That Council endorse the following meeting dates for 2024:**

- **Monday 13 May**
- **Wednesday 19 June**
- **Wednesday 26 June – Budget Adoption**
- **Wednesday 17 July**
- **Wednesday 21 August**
- **Wednesday 18 September**
- **Wednesday 16 October**
- **Wednesday 20 November**
- **Wednesday 11 December.**

**Carried**

7/0

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## **3.2 FINANCE**

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### **3.2.1 Financial Performance Report**

*Summary: Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to prepare a finance report to present at each monthly meeting of the local government. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.*

*The purpose of the report is to promote sound financial management and accountability by presenting the Council's budget performance as of 31 March 2024.*

**Resolution:**                      **Moved Cr Chandler**                                      **Seconded Cr Gleeson**  
**2024/04/102**                      **That Council receive the report.**

**Carried**  
7/0

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### **3.2.2 Community Care Services Report**

*Summary:                      This report provides an update on the Community Care Services financial progress. The financial performance of the business unit broken up into the care packages provided by Council.*

**Resolution:**                      **Moved Cr Gleeson**                                      **Seconded Cr Howard**  
**2024/04/103**                      **That Council receive the report.**

**Carried**  
7/0

*Councillor O'Brien left the meeting at 11.59am and returned at 12.01pm.*

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### **3.2.3 Audit Committee Minutes – 14 March 2024**

*Summary:                      The Audit Committee met on March 14 2024 for its regular quarterly meeting. The report contains a summary of the discussion points from the meeting which include the 2023-2024 External Audit preparations and draft Audit and Risk Committee Charter.*

**Resolution:**                      **Moved Cr Gleeson**                                      **Seconded Cr Rogers**  
**2024/04/104**                      **That Council receive and note the Audit Committee minutes from the meeting on 14 March 2024.**

**Carried**  
7/0

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### **3.3.1 Regional Council Business**

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### **3.4.1 Councillor Information Correspondence**

*Summary: From the Chief Executive Officer, tabling a list of significant and relevant correspondence for Councillor's Information.*

**Resolution: 2024/04/105**                      **Moved Cr Howard**                      **Seconded Cr O'Brien**  
**That Council receive the report.**

**Carried**  
7/0

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### **3.4.2 Planning and Development Report**

*Summary: From the Chief Executive Officer, tabling the monthly Planning and Development Report.*

**Resolution: 2024/04/106**                      **Moved Cr Rogers**                      **Seconded Cr Williams**  
**That Council receive the report.**

**Carried**  
7/0

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*Meeting was adjourned at 12.30pm and reconvened at 1.26pm.*

### **3.4.3 Workplace Health and Safety Report**

*Summary: From the Workplace Health and Safety Administrative Officer, presenting a report on Council's Work Health and Safety.*

**Resolution: 2024/04/107**                      **Moved Cr Penna**                      **Seconded Cr Gleeson**  
**That Council receive the report.**

**Carried**  
7/0

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### **3.4.4 Environmental Health Officer Report**

*Summary: From the Chief Executive Officer, tabling the Environmental Health Officer Report for Councillor Information.*

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<b>Resolution:</b> <b>2024/04/108</b>	<b>Moved Cr Williams</b> <b>That Council receive the report.</b>	<b>Seconded Cr Rogers</b>
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**Carried**  
7/0

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<b>Resolution:</b> <b>2024/04/109</b>	<b>Moved Cr O'Brien</b> <b>That Council closes the meeting to the public in accordance with Section 254J(3)(g) of the Local Government Regulation 2012, regarding negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.</b>	<b>Seconded Cr Rogers</b>
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**Carried**  
7/0

*The meeting was closed at 1.39pm and moved into open session at 3.06pm.*

<b>Resolution:</b> <b>2024/04/110</b>	<b>Moved Cr Gleeson</b> <b>That Council reopens the meeting.</b>	<b>Seconded Cr O'Brien</b>
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**Carried**  
7/0

### **3.4.5 Economic Development Report**

*Summary: From the Chief executive Officer, tabling the monthly Economic Development Report.*

<b>Resolution:</b> <b>2024/04/111</b>	<b>Moved Cr Rogers</b> <b>That Council receive the report.</b>	<b>Seconded Cr Williams</b>
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**Carried**  
7/0

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### **3.5.1 Mayor's Information Report**

*Summary: From the Mayor, tabling his information report to Council.*

**Resolution:**                      **Moved Cr O'Brien**                                      **Seconded Cr Gleeson**  
**2024/04/112**                      **That Council receive the report.**

**Carried**  
7/0

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### **3.5.2 Chief Executive Officer's Information Report**

*Summary:*                      *From the Chief Executive Officer, tabling his information Report to Council.*

**Resolution:**                      **Moved Cr Penna**                                      **Seconded Cr O'Brien**  
**2024/04/113**                      **That Council receive the report.**

**Carried**  
7/0

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### **3.5.3 Alpha/Jericho District Report**

*Summary:*                      *This report provides an update on the Council activities that have occurred over the last month in and around the Alpha and Jericho District.*

**Resolution:**                      **Moved Cr Howard**                                      **Seconded Cr Williams**  
**2024/04/114**                      **That Council receive the report.**

**Carried**  
6/0

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### **3.5.4 Aramac/Muttaborra District Report**

*Summary:*                      *This report provides an update on the Council activities that have occurred over the last month in and around the Aramac and Muttaborra District.*

**Resolution:**                      **Moved Cr Penna**                                      **Seconded Cr Rogers**  
**2024/04/115**                      **That Council receive the report.**

**Carried**  
7/0

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### **3.5.5 Barcaldine District Report**

*Summary: This report provides an update on the Council activities that have occurred over the last month in and around the Barcaldine District.*

**Resolution: 2024/04/116**                      **Moved Cr O'Brien**                      **Seconded Cr Rogers**  
**That Council receive the report.**

**Carried**  
7/0

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### **3.5.6 Community Engagement Coordinator**

*Summary: From the Community Engagement Coordinator, submitting the Information Report.*

**Resolution: 2024/04/117**                      **Moved Cr Gleeson**                      **Seconded Cr Penna**  
**That Council receive the report.**

**Carried**  
7/0

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*Councillor Howard left the meeting at 4.14pm and returned at 4.16pm.*

### **3.5.7 Project Progress Report**

*Summary: Council has adopted a Capital Works Program for 2023–2024 financial year at its budget meeting in June 2023. At the meeting, Council also adopted a list of special operating projects for this financial year. This report is a progress summary of each project to the end of March 2024.*

**Resolution: 2024/04/118**                      **Moved Cr Howard**                      **Seconded Cr O'Brien**  
**That Council receive the report.**

**Carried**  
7/0

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Councillor Penna left the meeting at 4.18pm and returned at 4.33pm.

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#### **4. Questions on Notice**

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##### **4.1.1 Questions on Notice**

*Summary:* From the Chief Executive Officer, tabling the responses received to the Council Meeting Questions on Notice.

**Resolution:**                      **Moved Cr Howard**                                      **Seconded Cr Penna**  
**2024/04/119**                      **That Council receives the report.**

**Carried**  
7/0

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#### **5. Close of Meeting**

As there was no further business, the Mayor declared the meeting closed at 5.33pm.

CONFIRMED AS A TRUE AND CORRECT RECORD

MAYOR                      - - - - -  
DATED:

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## Chief Executive Officers Information Report

April 2024

Council Statutory Meeting	<ul style="list-style-type: none"> <li>• Council Post Election Declaration 9 April 2024</li> <li>• Councillors Induction</li> <li>• <b>Role and Responsibility/Separation of Roles discussion/training</b> <ul style="list-style-type: none"> <li>▪ Office of Mayor</li> <li>▪ Councilors</li> <li>▪ Chief Executive Officer (CEO)</li> <li>▪ Declarations/Register of Interest</li> <li>▪ Committees – Memberships</li> <li>▪ Local Government Association of Qld (LGAQ)</li> <li>▪ Crime and Conduct Commission/Office of Independent Assessor</li> <li>▪ Code of Conduct</li> <li>▪ Strategic versus Operational matters</li> <li>▪ Safety Management System – Due Diligence</li> <li>▪ Policies, Directives, Procedures.</li> </ul> </li> </ul>
Councillor Information Sessions	<ul style="list-style-type: none"> <li>• Councillor and Executive staff commenced information sessions on various strategic and operational matters, including budget process</li> <li>• Site visit to Sewerage Treatment Plant</li> <li>• Scheduled Workshops, Budget preparation for 2024/25</li> <li>• Information Sessions on Projects, Funding and Operations.</li> </ul>
Community	<ul style="list-style-type: none"> <li>• Preparation for Anzac Day ceremonies across the region</li> <li>• Governors visit to meet with Council and guests, including the Memorial Clock recognition and Hospital inspection</li> <li>• Preparation for Small Business Month</li> <li>• Initial Business Group discussion re: seeking interest from business community in forming a regional Chamber of Commerce (hybrid). Facilitated by Council at Globe, Communications and Engagement project in conjunction with Small Business Commission.</li> </ul>
Barcaldine Renewable Energy Zone (BREZ)	<ul style="list-style-type: none"> <li>• BREZ ongoing discussions including various meetings with government departments</li> <li>• Under Treasurer provided Council approval to enter into a Type 2 financial arrangement to invest in land</li> <li>• Without prejudice meeting with landowners, Mayor and CEO to update on progress</li> <li>• Monthly BREZ updates, Department, Council and Zen/SunShot</li> <li>• Discussions with Legal advisors, Town Planners and Surveyors.</li> </ul>
Meetings	<ul style="list-style-type: none"> <li>• Mayors and CEO meeting at Parliament House, Mayors Forum.</li> </ul>



	<ul style="list-style-type: none"> <li>• Meet with LGAQ.</li> <li>• Qld Beef Corridors (Beef Road) meet with Minister, Department of Transport and Main Roads (TMR) and Deputy Director-General and associated Steering Committee Councils: Isaac, Central Highlands, Rockhampton, Gladstone, Banana.</li> <li>• Enterprise System demonstration.</li> <li>• DRDMW Assessment, Water Quality Management Plan for five schemes across Barcaldine Regional Council including audit, reporting, recommendations and emerging issues; Auditors and Department staff attended site visits and review of systems, documentation. The report to be presented to CEO in due course including Water Regulators assessment of findings.</li> <li>• Meeting with TMR various projects, Barcaldine/Aramac Road, Beef Roads, RMPC, Traffic Advisory Group.</li> <li>• GBA, Flood damage, various project progress/reporting.</li> <li>• Domestic and Family Violence network meeting, Council is working with Premiers department and LGAQ</li> <li>• Recreation Park User Group first meeting, establishment and updates on requested information. Weed Treatment to commence 22<sup>nd</sup> April, facility closed to the community.</li> <li>• Beef Corridors Steering Committee Meeting.</li> <li>• Contact Work Health and Safety (WHS) Qld incident reporting.</li> <li>• Central Qld Workplan Workshop, meeting with various Departmental Agencies that support Regional Queensland.</li> <li>• RSL and Clock Memorial Working Group.</li> <li>• RAPAD.</li> </ul>
Councils Safety Management Systems	<ul style="list-style-type: none"> <li>• Continuing with Implementation of WHS management system</li> <li>• Investigations and Internal Audit undertaken</li> <li>• Incident reviews and reporting requirements</li> <li>• Preparation for external LGW Audit June 2024</li> <li>• Compliance checks including Tag and Test, VOC's, First Aid etc.</li> <li>• Health and Safety Representative meeting.</li> </ul>
Human Resources and Change Management	<ul style="list-style-type: none"> <li>• Council continues recruiting with advertising across various platforms, housing remains an ongoing challenge</li> <li>• Training and development opportunities ongoing</li> <li>• Accommodation shortages is restricting recruitment</li> <li>• Information report prepared for Councillors on Workforce</li> <li>• Staff Reviews.</li> </ul>
Refuse Facilities	<ul style="list-style-type: none"> <li>• The transition to Barcaldine new landfill, continues</li> <li>• Progress toward closing existing landfill and establishing new Barcaldine Transfer station</li> </ul>

	<ul style="list-style-type: none"> <li>• Fence installation Barcaldine Landfill April/May2024</li> <li>• Attended two separate fires at Landfill, the actions of individuals continue to put community at risk</li> <li>• All landfills being monitored.</li> </ul>
Operational updates	<ul style="list-style-type: none"> <li>• Visits to Aramac, Muttaborra, Alpha and Barcaldine offices and depots</li> <li>• Delivery of Stabilizer and staff training</li> <li>• Delivery of Street Sweeper, staff trained and truck has been active in towns</li> <li>• Road condition monitoring using RACAS in progress</li> <li>• Preparations for Tree of knowledge Festival including airport maintenance</li> <li>• Work crews active: maintenance, flood damage, RMPC and TIDS</li> <li>• Staff training opportunities continue, operational and strategic.</li> </ul>
Business Improvement Planning Review	<ul style="list-style-type: none"> <li>• A review of Councils Corporate Risk and Business Improvement in progress</li> <li>• Organisational review/health check ongoing, including development of training and information sessions for Staff, Council</li> <li>• Review of Business Plan for CCS and CHSP, NDIS</li> <li>• Update of Corporate Risk Register</li> <li>• Review of reporting templates and internal checks</li> <li>• Project Management.</li> </ul>

Shane Gray  
Chief Executive Officer